



## **MANAGER, REGIONAL OPERATIONS, ASIA/PACIFIC**

UATP is the low-cost payment network privately owned by the world's airlines. A modern payment system, UATP is the preferred form of payment for corporate travel in large international companies and small local companies worldwide.

As the Manager of Regional Operations for the Asia/Pacific region, you will support Members through the entire life cycle, including recruitment, implementation, and transaction processing. You will work with other UATP departments to implement and support UATP payment processing solutions with Merchants. Based in Singapore, this is a fully remote position that reports to the Director, Regional Operations, Asia/Pacific.

### **ESSENTIAL JOB FUNCTIONS**

- Develop and maintain productive relationships with Members and Merchants.
- Facilitate the implementation of new Members by developing test plans and overseeing testing.
- Research, troubleshoot, and resolve UATP system issues related to payment processing.
- Identify and suggest improvements to systems and processes.
- Implement and provide ongoing support for alternative forms of payment (AFP) Merchants.
- Assist in conducting AFP workshops and customer meetings.
- Create and deliver presentations to UATP Members and partners.
- Attend and participate in mandatory virtual and in-person meetings and industry events.
- Travel domestically and internationally up to 50% of the time.
- Establish and maintain positive, respectful, and productive relationships with individuals inside and outside UATP.

### **QUALIFICATIONS**

- Bachelor's degree or an equivalent combination of education and experience from which comparable knowledge and skills may be acquired.
- At least three years of work experience in roles that required strong written and verbal communication skills and project management skills gained in the airline, travel, or payment industries.
- Understanding of emerging technologies in the airline, travel, or payment industries.
- Fluency in English.
- Proficiency in Microsoft Office applications. Microsoft Project experience is a plus.
- Eligible to work in Singapore and able to provide proof of eligibility.
- Ability and willingness to travel both domestically and internationally is required, up to 50% of the time. Trips can be overnight, week-long, with the possibility of weekend travel on occasion.